

**REGION 2 REMEDIAL ACTION CONTRACTS (RAC2)
Pre-Conference Questions and Answers**

Subpool

1. According to the RFP, the maximum subpool amount for each of the base and option periods is \$12.5 million. Since many NPL sites are awaiting remedial action funding, the maximum subpool amount would seem to limit the number of RAs that can be performed under this contract. Will consideration be given to increasing the subpool amount in order to allow the potential for additional remedial actions under the contract?

Answer: No. Subpool amounts are appropriate.

Format (pages)

2. The amount of space available in SF 330 Section F Block 25 (Brief Description of Project and Relevance to this Contract) may be inadequate to describe some large, complex projects. Please specify instead a 20-page limit for the entirety of Section F, so that we may allocate additional pages to describe the most complex projects.

Answer: The following change is made to instructions for Section F. Offerors shall follow the numbering and content of the Section F form. Offerors may use up to 2 pages for Section F and may expand it to fill the 2 pages as they feel appropriate. This means that each project in Section F may use up to 2 pages.

Format (pages)

3. Part of the proposal instructions for SF 330 Section E state: "Page one is the Section E form page, which may be modified as follows: Offerors can expand Section 19 (relevant projects) to allow three rather than five projects. If that is done, a second page is allowed for up to two additional projects. The spacing for each project on page 2 shall be equivalent to the space allotted for each project on page 1". These instructions are not sufficiently flexible to allow for expanding the space available in Blocks 16-18 to discuss a key person's education, professional registrations, and other qualifications, including relevant training. Nor do the instructions allow for using Block 19 to describe fewer than five of the key person's projects within the allotted space. Please modify the instructions quoted above to enable offerors to use the allotted two pages to provide a resume that is tailored to most effectively present each person's relevant qualifications and experience.

Answer: The following change is made to instructions for Section E, Part 19: Offerors shall follow the numbering and content of the Section E form. Offerors may use up to 2 pages for Section E and may expand it to fill those 2 pages as they feel appropriate. This means that each resume in Section E may use up to 2 pages.

4. Page L-3 of 10 Section L.8 - suggest limiting the number of contracts to 20 in the past 2 years.

Answer: Offerors shall submit 5 contracts per team member for past performance references. All contracts must either have been completed in the last three years or, if ongoing, have been in existence for at least six months.

Prime references will be weighted 60% and combined team subcontractor references will be weighted 40%.

5. Page L-9 of 10 Section L.14 requires submittal of a subcontracting plan; please clarify if that is submitted as an additional attachment.

Answer: Yes. The subcontracting plan has been added as an additional attachment to the SF330. This requirement only applies to large businesses proposing under the full and open competition solicitation.

6. Statement of Work, page 2 indicates Contractor may be tasked to provide remediation services activities within Mexico or Canada. Please verify.

Answer: This is within the scope of the statement of work but Region 2 does not anticipate ordering any work in Mexico or Canada.

7. Please clarify the number of copies to be submitted as printed and electronic.

Answer: Eight printed copies and one CD-ROM.

8. RFP L.12 (Procedures for Participation in the EPA Mentor-Protégé Program) indicates that if the offeror is proposing an EPA mentor-protégé agreement, a ten-page (max) application should be included with the proposal. The SF 330/Proposal Instructions for Section H indicate a three-page (max) attachment including any proposal to participate in the EPA mentor-protégé program. Are these two separate attachments? **NOTE:** There is no "official application," the offeror interested in participating in the Mentor-Protégé Program submits a cover letter along with the Procedures outlined in 1552.219 -71 in response to a specific RFP.

Answer: Offeror's submitting an application for the Mentor-Protégé program shall follow the instructions in L.12 (ten-page max). Only one attachment is required.

9. RFP M.4 (Evaluation Criterion for Capacity to Accomplish the Work in the Required Time) indicates evaluation of the offeror's commitment to utilizing small business firms, including participation in the Agency's Mentor-Protégé Program (MPP). Does this mean that—all other SB/SDB commitments/factors being equal—an offeror participating in the EPA Mentor-Protégé Program will be scored higher than offerors not participating?

Answer: Evaluation criteria #4, "Capacity to Accomplish the Work in the Required Time," has been modified to remove the evaluation of offeror's participation in the Mentor-Protégé Program.

We encourage participation in the MPP. However, it will not be a part of evaluation factor.

10. Per RFP L.8 (Past Performance Information), will past performance questionnaires (PPQs) be requested for the ten projects included in Section F? Will PPQs for additional projects be requested or permissible?

Answer: See answer to question 4.

11. Per RFP L.17 (Conflict of Interest Plan) and the SF330/Proposal Instructions, we understand that the Conflict of Interest Plan will be required of the final selected offeror. Per RFP L.6 (Organizational Conflict of Interest Notification), an organizational conflict of interest certification or disclosure statement is required with the proposal. Could you clarify what offerors are required to submit with their proposals?

Answer: L.6 will be deleted.

12. The SOW lists three Work Areas (e.g., Fund-Lead, Enforcement Support, and Other Technical Assistance). Please provide the Region's best estimate of the percent distribution of work assignments among the three Work Areas that may be issued under the new RAC 2 Contract and the distribution of work assignments under the current RAC Contract.

Answer: See the R2 Remedial Program presentation at this URL address:

<http://www.epa.gov/oamsrpod/pmrcsc/rac2/RACOverview.pdf>

13. Fund-Lead Work Area activities include but are not limited to Remedial Action, Construction Support, Long-Term Response Actions, Non-Time Critical Removal Support (EE/CAs), Non-Time Critical Removal Action, and Post-Construction Remedial Action. Enforcement Support Work Area activities include but are not limited to RA Oversight, Removal Oversight, Long-Term Response Oversight, O&M Oversight, and Post-Construction RA Oversight. Please provide the Region's best estimate on the percent distribution of construction-related work assignments and associated dollar amounts of each assignment type that may be issued under the new RAC 2 Contract and the distribution and associated dollar amounts of construction-related work assignments under the current RAC Contract.

Answer: See the R2 Remedial Program presentation at this URL address:

<http://www.epa.gov/oamsrpod/pmrcsc/rac2/RACOverview.pdf>

14. The available Subpool dollars for both the Base Period and the Option Period is \$12,500,000 each (for a total of \$25M). Will all remedial action subcontractor dollars performed under the RAC 2 Contract come out of this \$25M Subpool?

Answer: Yes. Subpool applies to all subcontract work and not just remedial action work. Please refer to Q&A #22 under the "Questions and Answers from the Pre-Solicitation Conference May 18, 2007."

15. Section H - Special Contract Requirements lists Clauses H.46 (Performance and Payment Bonds) and H.47 (Advance Agreement on Bonding): Must the Prime Contractor have the capability to issue such bonds or may a Team Sub issue such bonds?

Answer: The prime contractor must ensure that performance and payment bonds are acquired by its construction contractors.

16. What are the target goals that the F&O RAC 2 Contractor must meet for participation by small business, small disadvantaged business, small disadvantaged veteran-owned business, or any other small business classifications?

Answer:

Small Businesses	50%
Small Disadvantages Businesses	20%
Women-Owned Small Businesses	7.5%
HUBZone Businesses	3.0%
Service-Disabled Veteran Owned Small Businesses	3.0%

17. Is it a requirement in the Region 2 RAC2 RFP that the Prime Contractor include a Mentor-Protégé firm as part of their team?

Answer: No, this is not a requirement.

18. The SOW did not specifically address any type of assignment that might include identification of potentially responsible parties (PRPs). Are we correct in assuming that the selected RAC 2 Contractors will not be asked to conduct PRP searches and identify PRPs?

Answer: Yes, that is a correct assumption. PRP searches are not part of the RAC.

19. The General Requirements paragraph of the SOW includes a statement that the RAC 2 Contract may be used to support activities under the Brownfield's Initiative. Please provide the Regions best estimate of the type and associated dollar amount of work assignments that may be issued under the RAC 2 Contract related to Brownfield's sites.

Answer: Please refer to the Region 2's Remedial Program presentation. R2's requirement for Brownfield's support under these contracts will minimal.

20. In the draft set-aside RFP: PR-HQ-07-11352 (posted 05/10/07) the EPA has identified the requirements for the two SDB set aside contracts. If a company is qualified as both an 8(a) and Service Disabled Veteran Owned Small Business (SDVOSB) as per the exception for NAICS 562910, does it need to submit separate SF330 one for the 8(a) and one for the SDVOSB?

Answer: No, the offeror is not expected to submit two sets of proposals. The offer must clearly identify each of the procurements to which it is responding.

21. Could or would a firm be selected that qualifies as both 8(a) and SDVOSB to participate in the oral presentations twice or how does the agency propose to handle a firm to be considered for either SDB se-aside contract opportunity?

Answer: An offeror bidding on both the 8(a) and the SDVOSB contracts will only be expected to participate in one oral presentation (if required).

**QUESTIONS AND ANSWERS FROM THE PRE-SOLICITATION CONFERENCE
May 18, 2007**

1. Must the EPA Mentor Protégé Program be bid as a Joint Venture or can it be bid as a team to stay small under the standard size?

Answer: We do not require one or the other. This is a business decision.

2. Clarification, can our SF330 include more than one application for participation in the EPA Mentor Protégé Program? Can we have several EPA protégés on this contract?

Answer: No. Each offeror may have only one application covering a single protégé.

3. Could you please review again your answers to the questions pertaining to the Mentor Protégés Programs?

Answer: Yes. Please refer to numbers 1, 2, and 4 of this Q&A section and numbers 8, 9, and 17 of the "REGION 2 REMEDIAL ACTION CONTRACTS (RAC2) Pre-Conference Questions and Answers" above for additional information on the Mentor Protégé Program.

4. If an SDV or 8(a) has to do a minimum of 50% of the work will they be required to submit more than 50% of the key resumes?

Answer: Whoever is going to be the prime contractor will have to perform 51% of the work. The prime contractor must submit resumes for at least 3 of the key personnel. These positions are the Program Manager, the Financial Manager, and the Quality Assurance Manager.

On the Mentor Protégé Program will an existing Mentor Protégé Program (MPP) be given more credit than a proposed MPP?

Answer: Evaluation criteria #4, "Capacity to Accomplish the Work in the Required Time," has been modified to remove the evaluation of offeror's participation in the Mentor-Protégé Program.

5. Does the Joint Venture (JV) that is proposed by a large and small team have to be approved by SBA prior to due date?

Answer: Yes.

If the SBA does not approve the proposed JV will the team be evaluated as a team rather than a JV?

Answer: Yes

6. Will there be a minimum percentage required for SDVOSB labor?

Answer: Yes, 51%.

7. Will Section II be included in page count?

Answer: Each offer shall submit part II of the SF330 as specified on the form and in the SF330/Proposal Instruction in the RFP. There is not an overall limitation. Each section contains limitations as specified in the instructions.

8. Can introducing materials be included in Section E and F? For example, matrix of resumes and matrix of projects, respectively.

Answer. No.

9. In reference to bonds, so the SDVOSB or 8(a) only has the construction contractors post performance and payment (P&P) bonds, correct? Do the post bonds to the EPA or to the contractor?

Answer. The bonds submitted by the subcontractor are submitted to the prime contractor, not the EPA. All contractors will be required to follow the proposal instructions relating to posting performance bonds and payment bonds.

10. Will a Joint Venture agreement with a large business greater than 500 bring the SDVO or 8(a) into the large business category?

Answer: Yes. The joint venture or team is small only if the combined annual receipts or employees of all the firms in the JV meet the size standard for the procurement. The small business standard for this procurement is 500 employees.

Will the SBA make the final size determination based on the JV's participants?

Answer: Yes.

11. Participation on all terms is at "your own risk"... and is a business decision. Can you cite one contract where the same team has been reversed/flipped and resulted in a win on BOTH contracts?

Answer: No, we cannot cite a contract. Remember, although we have four (4) contracts to be awarded under this procurement, only one award will be made per contractor. The Source Selection Officer will use discretion in making that decision. Please refer to the presentation.

Will the SDVO or 8(a) contracts be awarded prior to the large considering no SDVO or 8(a) currently exists?

Answer: Both Full and Open (F&O) contracts will be awarded first and the two set asides (one 8(a) and one SDVOSB) will be awarded approximately one month following the award of the F&O contracts.

12. There was mention of contractor selection based on prior specific site experienced increased competition on the F&O for firms/teams without prior NPL experience in Region 2?

Answer: Please refer to the evaluation criteria in the RFP clause M.2

Technical and Management Experience and Competence. During the pre-solicitation conference, EPA stated that an offeror can have experience outside of Region 2, as long as the type of experience is relevant to the work called for in the RFP. EPA's intent is not to limit experience to be considered to just experience within the boundaries of Region 2. EPA emphasis is rather on the offeror's ability to perform the kind and breadth of work needed by the Region. We are evaluating relevant experience in the type of work performance and the complexity of work called for rather than whether a project is in the Region 2.

Would encourage oral presentations for the set aside contracts so that EPA may have the opportunity to get to know teams which they may not be familiar with?

Answer: We will not conduct oral presentations for the set aside procurement (PR-HQ-07-11352).

13. Will EPA establish a work assignment specially for "Program Management" activities? If yes, it is requested that EPA provide a sample SOW for program management to assist offerors in selecting and identifying a Program Manager within the SF330.

Answer: No, a separate work assignment for Program Management activities and costs is longer needed.

14. In the case of RD/RA; after an RD please describe the bidding and subcontracting process i.e. who advertises job, who evaluates contractors, who selects and who holds the construction subcontract? What is EPA's role versus A-E's role in the above process?

Answer: Management of the remedial action subcontracting process is the responsibility of the prime contractor.

15. Under the 8(a) set aside contract, can the 8(a) prime contractor subcontract the design services and perform the construction of remedies under the Brooks Act? Or vice versa?

Answer: No. The contractor can only perform the design, and subcontract and oversee the remedial construction subcontract, or perform the construction of a project if it has not participated in the design of the project.

16. Under the 8(a) can the prime contractor perform both the design and construction services?

Answer: No. See answer to Question 15 above.

17. Of the funding limits listed in the RFP, what is a realistic value of funding in Region 2, considering the Government's funding issues?

Answer: Please refer to Region 2's Overview Presentation at this URL address:

<http://www.epa.gov/oamsrpod/pmrcsc/rac2/RACOverview.pdf>

18. Please read aloud the 5 criteria listed on the sample work allocation matrix slide that was shown this morning.

Answer: See page #26 of the “Overview of the Remedial Action Program by Shaheer Alvi” presentation at this URL address:

<http://www.epa.gov/oamsrpod/pmrcsc/rac2/RACOverview.pdf>

19. Does EPA have a plan on how they intend to use the large business versus 8(a), SDVOSB contractors (i.e. what type of work assignments will go to each)?

Answer: Please refer to the matrix in Region 2’s slide presentation at this URL address:

<http://www.epa.gov/oamsrpod/pmrcsc/rac2/RACOverview.pdf>

20. If a business is certified under multiple small business categories, will inclusion of that firm meet multiple set-aside categories?

Answer: The firm would qualify for all categories under which they are certified. If the firm is certified as 8(a) and SDVOSB, they can propose under both set-asides solicitations but can receive only one award.

Is it possible to obtain a contract list for the primes who attend the small business network meeting on 5/17/2007?

Answer: Please contact Corrine Sisneros at sisneros.corrine@epa.gov

21. Will we be able to highlight the Team’s past performance in the Projects Section?

Answer: Yes.

22. Does the subcontracting pool money include other services besides construction, such as drillers, surveyors, labs, cultural resource surveys, and specialty subcontractors?

Answer: Yes. See also Question/Answer #14 of the pre-conference questions and answers.

23. Page 3-5 of 5, under additional attachments #3. Offerors shall provide a quality management plan. Is this QMP required with proposal or will be required just for the final selected firms?

Answer: Yes, it is required with your proposal submittal.

24. Attachment 3 – Section F – page 3-3 page 5; Where are the FEN’N of RI/FS, RD, RA, works areas? For example, one’s mans RI/FS is another man’s site assessment, etc.

Answer: The definitions are contained in the Statement of Work (SOW) at this URL address:

<http://www.epa.gov/oamsrpod/pmrcsc/rac2/region2/attsow.pdf>

25. What are laboratory requirements?

Answer: The contractor shall be required to follow the Regions FASTAC Strategy, utilizing the Contract Laboratory Program (CLP) first; only under special circumstances shall the contractor utilize a subcontracted laboratory.

26. Can the EPA Region II Project Officer be made available to contractors to meet/discuss upcoming technical needs for Region II?

Answer: No, this information was shared at the conference and is also available on Region 2's home page under "Overview of the Remedial Action Program by Shaheer Alvi" presentation at this URL address:

<http://www.epa.gov/oamsrpod/pmrcsc/rac2/RACOverview.pdf>

Additionally, please refer to the RFP, the Pre-Solicitation Conference presentation, and the posted Q&As.